



Toledo Christian Schools

Staff Application

We appreciate your interest in employment at Toledo Christian Schools. We invite you to fill out this initial application and return it to our school office. If an opening occurs for which you may qualify, we will contact your references. If we have continued interest in your candidacy, we will arrange for a personal interview.

We seek applicants who are professionally qualified, who love children, and who, by the pattern of their lives, are Christian role models. We look forward to reviewing your application and thank you for your interest in the ministry of our school.

Personal Information

Name: _____ Date _____

Home Phone _____ Cell Phone _____ Work Phone _____

Address: _____

City _____ State _____ Zip Code _____

E-mail Address: _____

Date Available to Start _____ Full-Time Part-Time

Marital Status: Single Married Divorced Remarried Widowed Separated

Name of Spouse _____

Children(s) Names _____ Current Grade _____

_____ Current Grade _____

_____ Current Grade _____

Have you ever been convicted of a misdemeanor or felony? If yes, please explain _____

Why do you want to work at Toledo Christian School? _____

Employment at Toledo Christian Schools is open to qualified individuals who are Christians of good character, without regard or reference to race, sex (gender), national or ethnic origin, color, age, or disability. Toledo Christian Schools is a religious educational ministry, permitted to discriminate on the basis of religion. All prospective and current employees must agree with Toledo Christian Schools' mission statement, and they must be willing to conduct their lives in conformity with the school's statement of faith and the school's declaration and agreement to ethical and moral integrity.

Church Information

Church Attending _____ Pastor _____

Address: _____

City _____ State _____ Zip Code _____

Phone _____ Are you a member of this church? Yes No

In what ministries are you involved? _____

Education

School	Major/Minor	Diploma/Degree	Years Attended	Grade Point Average

Other training in the position you are seeking _____

Work History (List the last four employers, beginning with the most recent)

Employer _____
 Address _____
 City/State/Zip _____
 Phone _____
 Position Held _____
 Duties _____
 Dates _____
 Supervisor _____

Employer _____
 Address _____
 City/State/Zip _____
 Phone _____
 Position Held _____
 Duties _____
 Dates _____
 Supervisor _____

Employer _____
 Address _____
 City/State/Zip _____
 Phone _____
 Position Held _____
 Duties _____
 Dates _____
 Supervisor _____

Employer _____
 Address _____
 City/State/Zip _____
 Phone _____
 Position Held _____
 Duties _____
 Dates _____
 Supervisor _____

Employment at Toledo Christian Schools is open to qualified individuals who are Christians of good character, without regard or reference to race, sex (gender), national or ethnic origin, color, age, or disability. Toledo Christian Schools is a religious educational ministry, permitted to discriminate on the basis of religion. All prospective and current employees must agree with Toledo Christian Schools' mission statement, and they must be willing to conduct their lives in conformity with the school's statement of faith and the school's declaration and agreement to ethical and moral integrity.

Computer Technical Skills

	Above Average	Satisfactory	No Experience
MS Word			
MS Excel			
MS Power Point			
Blackbaud			

Other technical skills _____

List any special skills, licenses, or qualifications that you believe may qualify you for this position _____

Personal References

List three references that are qualified to speak of your spiritual experience and Christian service.

Name _____ Phone _____
Name _____ Phone _____
Name _____ Phone _____

List three references that are qualified to speak of your professional training and experience.

Name _____ Phone _____
Position _____ Organization _____
Name _____ Phone _____
Position _____ Organization _____
Name _____ Phone _____
Position _____ Organization _____

Employment at Toledo Christian Schools is open to qualified individuals who are Christians of good character, without regard or reference to race, sex (gender), national or ethnic origin, color, age, or disability. Toledo Christian Schools is a religious educational ministry, permitted to discriminate on the basis of religion. All prospective and current employees must agree with Toledo Christian Schools' mission statement, and they must be willing to conduct their lives in conformity with the school's statement of faith and the school's declaration and agreement to ethical and moral integrity.

TOLEDO CHRISTIAN SCHOOLS, INC.
STATEMENT OF FAITH

We believe that in order to preserve the function and integrity of Toledo Christian Schools, and to provide a biblical role model to all members of our school community, it is imperative that all persons employed by Toledo Christian Schools in any capacity, or who serve as members on the Board of Directors, subscribe annually in writing to the following Statement of Faith, and our parents and volunteers recognize that we believe:

There is one God, who is infinitely perfect, existing eternally in three persons: Father, Son, and Holy Spirit. (Genesis 1:1, Matthew 28:19, John 10:30)

Jesus Christ is true God and true man. (John 10:33) He was conceived by the Holy Spirit and born of the Virgin Mary. (Isaiah 7:14, Matthew 1:23, Luke 1:35) He died upon the cross as a substitutionary sacrifice and all who believe in Him in total surrender and commitment are justified on the grounds of His shed blood. (1 Corinthians 15:3, Ephesians 1:7, Hebrews 2:9). He arose from the dead (John 11:25, 1 Corinthians 15:4) and will come again to establish His kingdom of righteousness and peace (Acts 1:11, Revelation 19:11). This is the believer's blessed hope and is a vital truth which is an incentive to holy living and faithful service.

The Holy Spirit is sent to indwell, guide, teach, empower the believer, and convince the world of sin, righteousness, and judgment (John 3:16-19, 5:24; Romans 3:23, 5:8-9; Ephesians 2:8-10; Titus 3:5).

The Word of God, the Old and New Testaments, inerrant as originally given, is inspired by God and is a complete revelation of His will for the salvation of men (2 Timothy 3:16, 2 Peter 1:21).

Man was originally created in the image and likeness of God (Genesis 1:27); he fell through disobedience, incurring thereby both physical and spiritual death (Genesis 3:17-19).

Salvation has been provided through Jesus Christ for all men; and those who confess their sin and believe in Him are born again of the Holy Spirit, receive the gift of eternal life, and become the children of God (John 3:16-19, 5:24; Romans 3:23, 5:8-9; Ephesians 2:8-10; Titus 3:5).

There shall be a resurrection of the just and unjust (John 5:28-29).

We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life (Romans 8:13-14; 1 Corinthians 3:16, 6:19-20; Ephesians 4:30, 5:18).

We believe that God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God (Genesis 1:26-27). Rejection of one's biological sex is a rejection of the image of God within that person.

We believe that the term "marriage" has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture (Genesis 2:18-25). We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other (1 Corinthians 6:18; 7:2-5; Hebrews 13:4). We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage.

Employment at Toledo Christian Schools is open to qualified individuals who are Christians of good character, without regard or reference to race, sex (gender), national or ethnic origin, color, age, or disability. Toledo Christian Schools is a religious educational ministry, permitted to discriminate on the basis of religion. All prospective and current employees must agree with Toledo Christian Schools' mission statement, and they must be willing to conduct their lives in conformity with the school's statement of faith and the school's declaration and agreement to ethical and moral integrity.

We believe that any form of sexual immorality (including adultery, fornication, homosexual behavior, bisexual conduct, bestiality, incest, and use of pornography) is sinful and offensive to God (Matthew 15:18-20; 1 Corinthians 6:9-10).

We believe that all human life is sacred and created by God in His image. Human life is of inestimable worth in all its dimensions, including pre-born babies, the aged, the physically or mentally challenged, and every other stage or condition from conception through natural death. We are therefore called to defend, protect, and value all human life (Psalms 139).

We believe that every person must be afforded compassion, love, kindness, respect and dignity (Mark 12:28-31; Luke 6:31). Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with Scripture nor the doctrines of Toledo Christian Schools.

This Statement of Faith does not exhaust the extent of our beliefs. The Bible itself, as the inspired and infallible Word of God that speaks with final authority concerning truth, morality, and the proper conduct of mankind, is the sole and final source of all that we believe. For purposes of Toledo Christian Schools' faith, doctrine, practice, policy, and discipline, our Board of Directors is Toledo Christian Schools' final interpretive authority on the Bible's meaning and application.

Signed: _____ Dated: _____

Employment at Toledo Christian Schools is open to qualified individuals who are Christians of good character, without regard or reference to race, sex (gender), national or ethnic origin, color, age, or disability. Toledo Christian Schools is a religious educational ministry, permitted to discriminate on the basis of religion. All prospective and current employees must agree with Toledo Christian Schools' mission statement, and they must be willing to conduct their lives in conformity with the school's statement of faith and the school's declaration and agreement to ethical and moral integrity.

TOLEDO CHRISTIAN SCHOOLS, INC.
STANDARDS OF CONDUCT FOR BOARD MEMBERS AND EMPLOYEES

BACKGROUND

The Word of God teaches that spirituality is a result of the believer's yielding to the Holy Spirit and cannot be legislated by man-made regulations (Galatians 5:16-25, Ephesians 5:18). We do not intend to imply by the publication of these standards that those who observe them are spiritual people because they do so. We do confess, however, that we believe more is demanded of leaders and teachers than of other persons. Their public testimony must be above reproach (Acts 6:3, I Timothy 3:8, James 3:1).

In order to honor Christ and enhance the testimony of our school in the community, we have agreed upon certain standards for persons serving in our school. It is our conviction that they are based upon a legitimate application to modern life of scriptural admonitions to holiness and godliness (Titus 2:11-13, I John 2:15-17). We are conscious of the fact that our outward practices mentioned here may be no worse (if as bad) than some sins of the heart which may be less conspicuous. We do feel, however, that certain habits and practices, being more visible and public, may be a greater detriment to our personal corporate testimony than others, equally as bad, which can only be observed by God (I Timothy 5:17-20, 24).

These standards are not exhaustive. They represent an effort to spell out certain positive and negative particulars which we feel are in keeping with the general tenor of Scripture. Decisions on issues and practices that are not included herein must be evaluated in keeping with the intent and spirit of this Standard of Conduct.

By their acceptance of a position with Toledo Christian Schools, all board members and employees make the following declarations:

POLICY

- A. I have received the Lord Jesus Christ as my Savior and Lord (John 1:12). I am an active member of a church whose doctrine and teaching support the tenants of the school's Statement of Faith (Acts 2:42). I wholeheartedly subscribe to the Statement of Faith and these Standards of Conduct of Toledo Christian Schools. I realize my weakness and vulnerability to sin, and my continued dependence upon the Lord to help me live up to my commitments as an example in our school (John 15:5). I am conscious of the fact that when I should fail in some areas, the Lord has promised to forgive and to cleanse if I confess my failures to Him (I John 1:9). It is my prayer that I might be delivered from spiritual pride, that I might show concern and love toward all my fellow believers, and that I might be a faithful steward of that which God has given me (I Corinthians 4:2).

(initial)

Employment at Toledo Christian Schools is open to qualified individuals who are Christians of good character, without regard or reference to race, sex (gender), national or ethnic origin, color, age, or disability. Toledo Christian Schools is a religious educational ministry, permitted to discriminate on the basis of religion. All prospective and current employees must agree with Toledo Christian Schools' mission statement, and they must be willing to conduct their lives in conformity with the school's statement of faith and the school's declaration and agreement to ethical and moral integrity.

By God's help I will:

1. Read God's Word and pray daily (Acts 17:11, I Thessalonians 5:17). _____
2. Maintain the letter and spirit of these standards. _____
3. Be a witness for Christ whenever I can (Luke 24:48). _____
4. Dress in conformance with my biological sex, dress modestly and keep myself well groomed, seeking to honor Christ with my apparel. I will utilize restrooms, locker rooms, and changing facilities in conformity with my biological sex. (Genesis 1:26-27, Deuteronomy 22:5, I Timothy 2:9, I Peter 3:3-4) _____
5. Be a Christian role model in the school and community. As members of Christ's body we are subject to the law of love, not the letter of the law, and therefore, any use of alcohol must be accompanied by spiritual discernment and good judgment (Romans 14:15, I Timothy 3:8; Romans 14:21-23; Colossians 2:16-22). I will abstain from drunkenness and the use of illegal drugs. _____
6. Refrain from those things which have an appearance of evil and/or would cause someone to stumble, such as the use of tobacco, entertainment of any form that perverts God's perspective of sexuality or that demeans or degrades individuals or ethnic, religious, racial, or cultural groups; sexually suggestive dancing; gambling; misuse of prescription and non-prescription drugs; and misuse of all other harmful substances (Psalm 149:3, Psalm 150:4). _____
7. Refrain from viewing or reading pornographic or sexually suggestive images or print from any source (Matthew 23:27-28, Romans 6:19, Ephesians 5:4, James 1:21). _____
8. Refrain from any unwholesome talk, gossip, slander, backbiting, profanity, vulgarity, and the use of sexually suggestive and off-color language (Proverbs 11:13, 17:9, 20:19, 26:20, Romans 1:29-31, Ephesians 4:29-32, James 1:26, 3:1-6). _____
9. If married, refrain from any sexual relationship with any person, male or female, other than my spouse; if unmarried, refrain from any sexual relationship with any person, male or female. (1 Corinthians 6:18, 7:2-5, Hebrews 13:4). _____

Employment at Toledo Christian Schools is open to qualified individuals who are Christians of good character, without regard or reference to race, sex (gender), national or ethnic origin, color, age, or disability. Toledo Christian Schools is a religious educational ministry, permitted to discriminate on the basis of religion. All prospective and current employees must agree with Toledo Christian Schools' mission statement, and they must be willing to conduct their lives in conformity with the school's statement of faith and the school's declaration and agreement to ethical and moral integrity.

10. Refrain from the misuse of technology and social media with the intent of initiating or responding inappropriately, or causing harm to persons inside or outside of the school. Employees are not to engage in social media or texting with students (See Section 2.13 of the Employee Handbook). (1 Thessalonians 5:22, Ephesians 4:29-32) _____

B. If single, I will seek to honor Christ in my home by chaste conduct, by consideration of those with whom I live, and by my conversation and general deportment. _____

If married, I will:

1. Conduct myself toward my spouse as Scripture teaches (Ephesians 5:25-33). _____

2. Lead and discipline any children whom the Lord gives me in accordance with divine instructions (Deuteronomy 6:17, Ephesians 6:14). _____

3. Maintain regular devotional times with my family, seeking to guide them in the things of God. _____

C. As a member of a church whose doctrine and teaching support the tenants of the school's Statement of Faith, I will:

1. Attend regularly the services of the church (Hebrews 10:25). _____

2. Give regularly of my income to my church for the Lord's work (I Corinthians 16:1, II Corinthians 8:7). _____

3. Refrain from destructive criticism of the church and its leaders, but rather give loyal and enthusiastic support (Hebrews 13:17). _____

D. As to my conduct and walk, I understand any of the following will be grounds for immediate dismissal:

1. Participating in, advocating, supporting, or in any way adhering to any religion, philosophy, or conduct that is contrary to the doctrinal statement as expressed in the Statement of Faith (Romans 12:15, I Corinthians 1:10, 10:17, II Corinthians 13:11, Galatians 3:28, Ephesians 4:3, 4:13, Philippians 1:27, I Peter 3:18). _____

2. Becoming involved in immorality, impurity, or lewdness, whether alone, with another employee, a student, or some person outside the responsibility or authority of Toledo Christian Schools including but not being limited to sex outside of marriage, homosexual acts and

Employment at Toledo Christian Schools is open to qualified individuals who are Christians of good character, without regard or reference to race, sex (gender), national or ethnic origin, color, age, or disability. Toledo Christian Schools is a religious educational ministry, permitted to discriminate on the basis of religion. All prospective and current employees must agree with Toledo Christian Schools' mission statement, and they must be willing to conduct their lives in conformity with the school's statement of faith and the school's declaration and agreement to ethical and moral integrity.

transgenderism (Exodus 20:14, Deuteronomy 22:5, Leviticus 20:10, Job 24:15, Romans 1:18-27, Romans 6:19, Ephesians 4:19-20, 5:3, Colossians 3:5-6, I Thessalonians 4:7-8, Hebrews 4:13, II Peter 2:9-10).

3. Advocating, supporting, or becoming involved in the practice of the horoscope, witchcraft, sorcery, hypnotism, or any other such activity (Leviticus 19:31, 20:6, Deuteronomy 18:9-13, I Samuel 15:23, II Kings 17:17, 21:6, Isaiah 8:19, Micah 5:12, Malachi 3:5, Galatians 5:20, Revelations 18:23, 21:8).

E. I acknowledge that the ministry of Toledo Christian Schools, Inc., involves the religious tenets of belief and is composed of spiritual activities within an educational function, and since it is a sacred undertaking, as to complaints or grievances, I will resolve any differences that may relate to my employment by following the biblical pattern established in Matthew 18:15-20 and I Corinthians 6:1-8 and the policies of Toledo Christian Schools, Inc., including the grievance procedure, as such policies may be amended from time to time. By signing this instrument, I waive all rights to take my cause to a court of law.

Signed

Date Signed

Rev. 2/2017

Educate...Disciple...Prepare

Employment at Toledo Christian Schools is open to qualified individuals who are Christians of good character, without regard or reference to race, sex (gender), national or ethnic origin, color, age, or disability. Toledo Christian Schools is a religious educational ministry, permitted to discriminate on the basis of religion. All prospective and current employees must agree with Toledo Christian Schools' mission statement, and they must be willing to conduct their lives in conformity with the school's statement of faith and the school's declaration and agreement to ethical and moral integrity.